

Appendix A

Authorization for Working Alone

Instructions (*Center Director of Authorized Representative*)

Check each box that applies to the work proposed and, in the space provided below, list any restrictions that you are placing upon the employee. A copy of this authorization should be given to the employee and this original retained in your organization's files. A copy of the authorization should be forwarded to the ES&H Point of Contact (POC) for the Center.

Name of worker requesting to work alone

Date

Briefly describe restrictions and/or arrangements made

Permission for staff members to work alone using hazardous materials or equipment outside normal working hours (8:00a.m. to 5:00 p.m., Monday – Friday) is a NREL requirement. Center Directors must authorize any work that involves one or more of the following uses. Restrictions established and/or arrangements made for emergency assistance during such period must be described.

- ☐ Use of highly flammable, reactive, corrosive, or toxic materials in sufficient quantity to cause personal injury.
- ☐ Use of mechanical equipment with exposed rotating parts such as roll mills, power saws, or lathes.
- ☐ Use of highly exothermic reaction systems such as polymerizations, oxidations, or hydrogenations.
- ☐ Use of pressure vessels and pressurized systems operated at more than one-half their maximum rated pressure.
- ☐ Use of radioactive materials, radiation producing machines, or Class III or IV lasers.
- ☐ Use of equipment having exposed electrical circuits of 50 volts or more.

(Signature of Center Director)

Expiration Date